

### OFFICE OF THE MAYOR AND COMMISSION

# MEMORANDUM

TO: Members of the City Commission

FROM: Philip Levine, Mayor

DATE: January 6<sup>th</sup>, 2014

SUBJECT: Blue Ribbon Panel on Flooding Mitigation

Attached please find the Mission Statement, Membership, and Powers and Duties of the newly created Blue Ribbon Panel on Flooding Mitigation.

The membership of the Panel will consist of the following qualified Miami Beach residents:

Mr. Scott Robins, Chairman Dr. Dwight Kraai Dr. Michael Phang

If you have any questions or concerns, please do not hesitate to contact Alex Miranda directly.

#### Mission Statement

The Mayor's Blue Ribbon Panel on Flooding Mitigation (Panel) is created pursuant to the Mayor's authority to establish blue ribbon panels under Section 2-23(b) of the City Code. The Panel shall have the purpose of overseeing the City's response to flooding, including storm water and the effects of sea level rise, and assisting with the implementation of a comprehensive flood management plan for the City of Miami Beach.

## Membership

- The Panel shall initially consist of three (3) members, all of whom shall be appointed by the Mayor to serve for a term of one (1) year.
- The membership of the Panel may be increased to five (5) total members, at the discretion of the Mayor.

#### **Powers and Duties**

### The Panel shall:

- · Report directly to the Mayor;
- Provide a written report to the Mayor and City Commission (via placement in the City Commission meeting agenda packet) no less than monthly, detailing the Panel's activities and recommendations;
- · Have authority to meet directly with City Staff, as required;
- Be provided with secretarial and such other staff support as the Panel may require. The City Manager shall designate such "support" person from the City Administration (who shall also have the responsibility of working with the Panel and whose duties shall include, without limitation, providing assistance, noticing and preparing meeting agendas; keeping of minutes; etc.);
- Initially, make recommendations to the Mayor and City Commission regarding the City's hiring of a consulting firm (Consultant), which will be retained by the City for the express purpose of working with the Panel in assisting it to fulfill its mission statement and formulating its findings and recommendations. The Consultant shall have expertise in design and engineering and, at the recommendation of the Panel, may be the City Engineer;
- Focus on short, medium, and long-term solutions to flooding, including the effects of sea level rise and storm water management;
- Recommend a necessary course of action to mitigate flooding including immediate action (emergency basis) projects;
- Recommend changes to planning, zoning, and building design guidelines to be implemented in future projects;
- Develop comprehensive budgets, short and long term, and help identify various funding sources;
- Oversee (in an advisory capacity) flood mitigation projects, from design through construction:
- Evaluate and recommend all necessary consultants; and
- Evaluate and recommend all necessary contractors.

# Legal Counsel

<ul> <li>The City Attorney's office shall provide legal services to the Panel as may be necessary or as requested by the Panel.</li> </ul>	